

Term Law Clerk to a U.S. District Judge

Opens: January 17, 2017

Closes: January 31, 2017

The U.S. District Court for the District of Nevada has an opening for a temporary Term Law Clerk to U.S. District Judge Jennifer Dorsey. This is a four-month-only, full-time position with benefits available including health and life insurance, and employee-paid dental and vision. This position is located in Las Vegas and runs from April 17, 2017–August 11, 2017.

Salary: \$60,665 to \$86,465 - JSP 11 -13, depending on experience and other federal law-clerk service.

Duties: The law clerk is expected to participate in the day-to-day management of civil and criminal cases; perform substantive research, review, and writing; prepare memoranda and orders on matters pending before the judge; assist with trials and hearing preparation; and perform some clerical and administrative duties.

Qualifications: Applicants **must have prior federal judicial-clerkship experience to be considered** for this short-term position; externships and internships do not qualify. Applicants also must be graduates of an ABA-accredited law school; possess excellent interpersonal skills, superior writing and Westlaw-based research skills, a working knowledge of Word Perfect, and the ability to quickly analyze complex legal issues; and demonstrate an exceptional work ethic and the ability to multi-task and cooperate within a team. Membership on a journal editorial board, or moot-court team experience is preferred. Bar membership and one year of post-graduate legal work experience is required for appointment at the JSP 12 level.

To Apply: Submit a cover letter, résumé, and a truly representative writing sample (eight pages or less) by email to Cathy_Stuchell@nvd.uscourts.gov, or by U.S. Mail and post-marked by January 31, 2017, to: U.S. District Court, Chambers of District Judge Jennifer Dorsey, 333 Las Vegas Blvd. S., Rm. 6006, Las Vegas, NV 89101 Attn: JAD CLERKSHIP APPLICATION

The U.S. District Court for the District of Nevada is an Equal Opportunity Employer.

Employees of the Court are excepted service appointments and considered at-will with no coverage by federal civil service classifications or regulations and can be terminated with or without cause. All judiciary employees are required to adhere to the Judicial Code of Conduct. Applicants must be U.S. citizens or eligible to work in the United States. New employees are subject to a background check including fingerprinting and employment will be considered provisional until the background check is completed. This position requires mandatory electronic fund transfer for payment of net pay. Participation in the interview process will be at the applicants own expense and relocation expenses will not be provided. The Court reserves the right to modify the conditions of this job announcement or to withdraw the announcement without other notice.